



**State of Rhode Island  
Department of Administration / Division of Purchases  
One Capitol Hill, Providence, Rhode Island 02908-5855  
Tel: (401) 574-8100 Fax: (401) 574-8387**

**Solicitation Information  
December 31, 2013**

<b>ADDENDUM # 2</b>
---------------------

**RFP# 7542367**

**TITLE: Commissioning Services for Multiple Projects - Rhode Island College**

**Submission Deadline: Monday January 6, 2014 @ 11:30 am (Eastern Time)**

**Notice to Vendors:**

- Attached are the questions from the mandatory pre bid conference and questions received with responses, no further questions will be answered**
- Attached is revised bid form which must be submitted with proposal in a separate sealed envelope**

**Thomas Bovis  
Interdepartmental Project Manager**

*Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.*

**RFP #7542367**  
**Commissioning Services for Multiple Projects**  
**Rhode Island College**

**Questions from pre-bid conference held on December 17th, 2013 at 2:30 pm.**

1. Will the three building projects be procured separately? *Rhode Island College intends to award the commissioning of all three projects to one commissioning agency. The construction of the three projects may be completed under two (2) or three (3) bid packages to be determined.*
2. On page 4 regarding the licensure of proposing teams, does every member of the team need to be registered? *The prime responding firm needs to enclose a copy of their Certificate of Authorization to practice and any and all individual registrations of those that will work on the project should be enclosed. It is not expected that all persons working on the project will be a registered engineer.*
3. Will the project employ LEED or an equivalent standard? If LEED will it be certified or silver? *Per the Rhode Island Green Buildings Act RIGL 37-24, it is the intent of Rhode Island College to seek LEED certification using the current version of the USGBC LEED building rating system.*
4. On Page 9 there is a reference to “building envelope technologies (where applicable)”, does the College intend to have the envelope commissioned? *Because these projects represent modernizations and additions to existing structures, it is not the intent by Rhode Island College to commission the envelope but rather the environmental (HVAC, etc.) and electrical (distribution, lighting, etc.) systems.*
5. Are there portions of the existing system that will remain in place that will need to be commissioned? *In general, the age of the systems are such that a vast majority will be replaced with new. However, there may be some components that could be reused pending the final design. For example, the two condensers at Gage Hall were replaced in 2012 however, it is unknown at this time, whether the new design will allow for their reuse.*
6. What are the uses for the three facilities? *Gage Hall and Craig-Lee Hall are classroom and departmental office buildings. The Fogarty Life Science project will house the nursing school and simulation laboratories.*

**Questions:**

1. What registrations are required of the individuals performing the commissioning work? *The prime responding firm needs to enclose a copy of their Certificate of Authorization to practice and any and all individual registrations of those that will work on the project should be enclosed. It is not expected that all persons working on the project will be a registered engineer.*
2. Are redacted sample commissioning reports acceptable? *Yes*

3. **Page-8 Section II.3 (Fogarty Life Science Building):** Has RI College decided on which Alternate they will be pursuing for the Fogarty Building? This decision will impact the commissioning scope and fee as Alternate A is a second floor build-out and Alternate B is a second floor core/shell. If RI College has not made a decision at this time, can we provide pricing for both options in the pricing table provided in the RFP page 33? Please advise. *It is unknown at this time if the alternates described on page 8 of 33 of the RFP will be included in the Fogarty Life Science project. An updated fee form has been provided in order to enumerate the value of the second floor commissioning services.*
4. **Page-9 Section II Building Envelope:** The general scope indicates “building envelope technologies (where applicable)”. Can you please describe this scope further as the envelope is not listed in any of the systems to be commissioned in the RFP pages 20-26? *Because these projects represent modernizations and additions to existing structures, it is not the intent by Rhode Island College to commission the envelope but rather the environmental (HVAC, etc.) and electrical (distribution, lighting, etc.) systems.*
5. Can RI College please provide design narratives / basis of design documents and/or MEP/FP dwgs to assist us in the bidding of the commissioning? *The award for design and construction documentation service has just recently been made. At this time RIC is at the very start of that process so at this time these project documents are being developed and not yet available.*
6. In Section 1.3 Architectural/Engineering Services it states that ‘Persons or firms practicing Architectural and/or Engineering Services in the State of Rhode Island must possess a proper registration and Certificate for Authorization in accordance with Rhode Island General Laws.’

Typically, architectural or engineering licensure/registration with the RI Board of Design Professionals has not been a requirement for Commissioning Agent services. *It is the intent of RIC to award this contract to properly licensed engineering firm. The prime responding firm needs to enclose a copy of their Certificate of Authorization to practice and any and all individual registrations of those that will work on the project should be enclosed. It is not expected that all persons working on the project will be a registered engineer.*

7. Are the project budgets noted in the RFP still accurate (total for the three projects is \$44,000,000 + \$44,000,000 + \$6,000,000 = \$94,000,000)? *Total project cost for all three facilities is \$50,000,000. The COMBINED project cost for Gaige and Craig-Lee is \$44,000,000 and the project cost for Fogarty Life Science is \$6,000,000 for a total of \$50,000,000.*
8. Are the alternates being selected for the Fogarty Life Science Building? *It is unknown at this time if the alternates described on page 8 of 33 of the RFP will be included in the Fogarty Life Science project.*
9. Are any project documents available for bidding purposes? *The award for design and construction documentation service has just recently been made. At this time RIC is at the very start of that process so at this time project documents are not yet available.*
10. On page 29 of the RFP, it indicates you want our fee broken out by each phase (three (3) phases per project). The Fee Proposal Form on page 33 does not show any of the three (3) phases. Please clarify how you would like our fees broken out.

*The fee form included in the RFP shall act as a summary cover to allow the selection committee the ability to compare fees and will be the basis to determine the final value of the contract. Attach additional supplementary information to the fee form including all requested information within the RFP.*

**FEE FORM (UPDATED)**

Commissioning Services Gaige Fixed Lump Sum Fee	\$
Commissioning Services Craig-Lee Fixed Lump Sum Fee	\$
Commissioning Services Fogarty Fixed Lump Sum Fee	\$
Allowance for Reimbursable Expenses	\$
Contract Allowance	\$10,000
<b>TOTAL</b>	\$
Fogarty Add Alternate: Commissioning Services for 2 <sup>nd</sup> floor	\$

Note: Fees should be provided in numbers (i.e. \$100.00) and writing (i.e. one hundred dollars and zero cents).

**Include listing of hourly rates for all labor categories (including consultants) on a separate sheet.**

List any Proposed Consultants

Company	Type of Work to be Completed (i.e. role on project)	Approximate % of Total Fee

Firm Name: \_\_\_\_\_

\_\_\_\_\_  
Name of Representative (typed or printed):

\_\_\_\_\_  
Authorized Signature and Date